

**TOWN OF DUCK
TOWN COUNCIL
REGULAR MEETING
March 5, 2014**

The Town Council for the Town of Duck reconvened at the Duck Meeting Hall at 7:00 p.m. on Wednesday, March 5, 2014.

COUNCIL MEMBERS PRESENT: Mayor Don Kingston; Mayor Pro Tempore Monica Thibodeau; Councilor Chuck Burdick; and Councilor Nancy Caviness.

COUNCIL MEMBERS ABSENT: Councilor Jon Britt.

OTHERS PRESENT: Town Manager Christopher Layton; Police First Sergeant Jeff Ackerman; Fire Captain Jeffrey Del Monte; Director of Community Development Andy Garman; Town Attorney Robert Hobbs; Public Information Officer Denise Walsh; and Town Clerk Lori Kopec.

OTHERS ABSENT: Police Chief Phillip Ferguson and Fire Chief Donna Black.

Mayor Kingston called the meeting to order at 7:06 p.m. He noted that Councilor Britt was excused from the meeting. He asked Councilor Nancy Caviness to lead the Pledge of Allegiance. Mayor Kingston led the moment of silence.

PUBLIC COMMENTS

Mayor Kingston opened the floor for public comments. He asked that any comments related to the public hearings be held off. There being no one wishing to speak, Mayor Kingston closed the time for public comments.

CONSENT AGENDA

Minutes from the February 5, 2014, Regular Meeting and Budget Amendments

Councilor Burdick moved to approve the Consent Agenda as presented.

Motion carried 4-0.

PUBLIC HEARINGS

Public Hearing/Discussion/Consideration of ZMA 14-001 – an Application for a Zoning Map Amendment by E. Paul Breaux, Jr., Property Owner, to Rezone the Property at 1316 Duck Road, from C-1 Neighborhood Commercial to VC Village Commercial

Mayor Kingston turned the meeting over to Town Attorney Hobbs.

Town Attorney Hobbs was recognized to speak. Town Attorney Hobbs stated that the public hearing was open. He asked Director of Community Development Andy Garman to give a presentation on behalf of Town staff.

Director Garman stated that Council had before them a zoning request submitted by E. Paul Breaux with Sun Realty, who was the property owner of 1316 Duck Road, to rezone the property

from C-1 Neighborhood Commercial to VC Village Commercial. He stated that the property was located north of the Army Corps of Engineers Research Pier site along the sound front and abuts the Portside Condominiums and was formerly the offices of Brindley Real Estate. He added that it was currently being used by Sun Realty as a realty office.

Director Garman stated that the applicant originally approached staff about what they wanted to do to the property and staff scoped it out as to what the applicant's options were and how they could pursue those options based on the Town's zoning ordinance. He stated that staff suggested the idea of rezoning the property for several reasons – the applicant wanted to make renovations to the office building with one being the addition of an exterior staircase to make the building ADA compliant and the exterior staircase would be on the north side of the building with the north side of the building only 13.2 feet from the north property line. He explained that the exterior staircase would have to be at least four feet wide, which meant that they would not be able to put the staircase within the setback.

Director Garman stated that the property had a garage, adding that the property was an odd shaped one that was likely subdivided a long time ago. He stated that the property was reconfigured to fit the existing improvements, placing the garage almost to the property line. He stated that the applicant would like to do something to the garage in the future by either renovating it or rebuilding it. He noted that with the current zoning being Neighborhood Commercial, the applicant could take advantage of the Village Commercial Development Option, which would allow more flexibility with regard to the zoning setbacks.

Director Garman stated that the reason for the zoning change was that the C-1 Neighborhood Commercial district did not allow the applicant to take advantage of the Village Commercial Development Option. He stated that the applicant indicated that there were no major changes being proposed to the property and when staff analyzed the application, it compared to what was allowed in the C-1 District versus what was allowed in the VC District. He stated that based on staff's analysis; there were no major differences between the two districts as far as the uses allowed and the dimensional requirements of the buildings on the lot coverage allowances on the property. He stated that staff analyzed the application based on the Town's Land Use Plan and determined that the request was consistent with the Land Use Plan. He stated that the Planning Board reviewed the application and recommended approval. He stated that staff also recommended approval.

Mayor Kingston asked if there were any comments from the owners of Portside Condominiums. Director Garman stated that John Childers, president of the homeowners association for Portside Condominiums, was present and may have comments.

Mayor Pro Tempore Thibodeau asked if it was conceivable that Portside Condominiums would want to take advantage of the zoning change in the future if the Town changed the zoning from C-1 to Village Commercial. Director Garman thought that because of the way the Village Commercial Development Option was written, most businesses would probably want to take advantage of it since it gives them an advantage when they go through the zoning approval process. He stated that Portside Condominiums would not be allowed in the Village Commercial District and didn't think they would pursue the change. He wasn't sure if other properties would want to switch to the Village Commercial option.

Mayor Pro Tempore Thibodeau clarified that the applicant's property and its uses would dovetail with what is done in the Village Commercial district. Director Garman stated she was correct.

Councilor Burdick asked Director Garman if he had any comments regarding the email from John Wander. He understood that there wasn't a difference between the two zoning districts, but asked for confirmation that the regulations for the C-1 District were the same for the Village Commercial District. Director Garman stated that he understood Mr. Wander's concerns and saw the two districts as being very similar. He added that the current applicant was not proposing any major changes to the property.

Councilor Caviness clarified that the differences between the C-1 and Village Commercial districts was that the Village Commercial disallowed residential habitation, housing and lodging. Director Garman stated that Village Commercial did not allow single family residential dwellings. He didn't think the C-1 District allowed it either. He stated that the only thing allowed in the Village Commercial was accessory parking. Councilor Burdick asked if the townhouses adjacent to the applicant's property were not considered single family residences. Director Garman did not think they were as the units have shared walls.

Mayor Kingston asked if C-1 and Village Commercial would allow for maintenance operations. Director Garman stated that the ordinance was recently amended to add maintenance operation uses and was only allowed in the Village Commercial District but not in the C-1 District.

Richard Hess of Sun Realty was recognized to speak. Mr. Hess stated that their intention for the property was for commercial use. He stated that they were glad to be a permanent resident of Duck and wanted the building to fit in with the look of the Town. He felt that the zoning change was the best route to go.

John Childers of 1318 Duck Road was recognized to speak. Mr. Childers stated that he was president of the homeowners association for Portside Condominiums. He stated that they have co-existed peacefully for over 25 years with the applicant's property, which has always been a real estate office. He stated that the major concern that Portside Condominiums had was what changes would be made to the property if the amendment was approved. He noted that tonight was the first time he had heard what the proposed changes would be. He asked if a rental property management was currently not an allowed use at the applicant's property, how it could have been there in the past. He further asked if the previous real estate companies at the property were illegal in the past. He stated that the Village Commercial designation allowed many uses including retail establishments, eating establishments, gas stations, etc. He asked if the property would continue to be a real estate property management office instead of an unknown, new use.

John Childers stated that there were 10 houses next to the applicant's property. He stated that the garage on the applicant's property along with the parking lot and sidewalk were all on the property line with the main building being approximately 11 feet from the property line. He stated that because of these reasons, it was concerning as to what would be constructed on the property. He thought that stormwater mitigation should be considered in the improvement plan for the property. He wondered what the existing garage would be used for and if any hazardous materials would be stored in it. He added that the service trucks on the property were another concern. He stated that he wanted Council to know Portside Condominiums' concerns regarding the applicant's property.

Ray Gromelski of 100 Spyglass Road was recognized to speak. Mr. Gromelski echoed John Childers' comments. He understood that the zoning difference was relatively insignificant and hoped that all of the concerns in question would be addressed by the Planning Board for an additional hearing with the Town Council. He asked if that was the process. He stated that he

understood John Childers' concerns and asked that the applicant not do anything crazy with the property. He thanked Council for their hard work and felt they were doing a great job.

Mayor Kingston asked if members of the Planning Board had addressed the concerns raised by John Childers. Joe Blakaitis was recognized to speak. Mr. Blakaitis stated that the Board did, but not all of them. He stated that there were a few items brought to the Board's attention. He stated that they looked at the fact that the C-1 and Village Commercial Districts were similar and didn't think there would be any issues. John Fricker was recognized to speak. Mr. Fricker stated that, as a member of the Planning Board, he was troubled by the fact that many times, interested third parties do not attend Planning Board meetings, nor submit anything in writing. He stated that this defeats the purpose of the Planning Board's fact finding mission. He stated that he wished that the comments said would have been brought up at the Planning Board level.

John Childers noted that he received a letter that was postmarked February 5, 2014 that the Planning Board was having a meeting on February 12, 2014, but there were no information in the letter as to what the details were. He added that he was out of town at the time and could not have had the opportunity to know what the meeting was about. He stated that if he had gotten an earlier notice about the Planning Board meeting, he would have attended it.

Councilor Burdick asked the Planning Board members if they felt that the procedures in place for the changes proposed afforded a good opportunity for neighbors to participate in the process to be sure that the changes were acceptable to adjacent property owners. Joe Blakaitis thought the Board would have to discuss it at the Board level, but thought the answer was yes.

Richard Hess clarified that they were not planning any major renovations, but mostly cosmetic changes. He stated that there would not be any square footage added or any expansion to the building. He stated that they chose the zoning map amendment process because it seemed like the best way to do it.

There being no one else wishing to speak, Town Attorney Hobbs closed the public hearing and turned the meeting back over to Mayor Kingston. He reminded Council that when considering adopting a zoning map amendment, it required two reads; however, if the first read was passed by a 2/3 vote, a second reading would not be needed. He stated that it would need to pass with four votes.

Councilor Burdick stated that he was comfortable that the change was consistent with what was being done with the Town and thought it afforded an opportunity for a neighborhood to work together. He stated that he would support the amendment.

Councilor Caviness stated that her first reaction was that she was surprised that the applicant didn't try to get a text amendment to the C-1 District, but after having a conversation with Director Garman, she realized it was in the best interest of the property owner and the Town to have it rezoned to Village Commercial so they can exercise the options so that the concerns expressed could be addressed. She stated that she was comfortable with the request for rezoning. She wondered if the Commercial Development Option should be extended to all of the commercial areas throughout the Town.

Mayor Pro Tempore Thibodeau thought the change made sense as it allowed the community to voice concerns and interests. She thought the amendment was the way to go, made sense and that she would support it.

Mayor Kingston agreed with the comments from Council and would support the map amendment.

Councilor Burdick moved to approve ZMA 14-001 as presented.

Motion carried 4-0.

Public Hearing/Discussion/Consideration of SE 14-001 – an Application for a Special Exception Permit by Thomas and Diane Duggan, Property Owners of 159 Four Seasons Lane to Allow an 8 foot Side Yard Setback where a 10 foot Side Yard Setback is Normally Required in Order to Permit the Encroachment of an Accessory Structure

Mayor Kingston turned the meeting over to Town Attorney Hobbs.

Town Attorney Hobbs stated that the Council would be sitting as a quasi-judicial body for the public hearing, meaning that they will sit as a court and must make its decision based upon competent material and substantive evidence that will be presented during the course of the hearing. He stated that anyone wishing to give testimony would have to give it while under oath with the applicant afforded due process rights including the right to present evidence, examine and cross-examine witnesses. He asked that anyone wishing to testify come forward to be sworn in.

Town Clerk Lori Kopec proceeded to swear in the applicants and staff for the public hearing.

The following persons were sworn to provide testimony during the hearing: Andy Garman and Thomas Duggan.

Town Attorney Hobbs opened the evidentiary portion of the hearing. He stated that Director Garman would give an overview.

Director Garman stated that the Special Exception request was for the property at 159 Four Seasons Lane. He stated that the exception request was for an exception to a setback as allowed by Town Code Section 156.054. He stated that the request pertained to wood decking and a pool cabana that were built on the property several years ago. He explained that the project started out with the property owner applying for a permit to relocate a pool fence as well as correcting a lot coverage issue that was created prior to the Town's incorporation. He stated that as the project progressed, the property owner constructed additional items that weren't part of the original permit with one being the pool cabana. He stated that Town staff handled the issue by amending the permit but since the pool cabana had been substantially completed, staff was not able to verify the location of the placement like was done for a regular permit. He stated that, upon receiving a final as-built survey, Town staff discovered the pool cabana was encroaching on the setback.

Director Garman stated that the property owner had also increased the size of the decking. He noted that a substantial portion of the wood decking met the setbacks but there was a small portion that did not. He added that a small corner of the pool cabana did not meet the setbacks. He stated that the property owner was requesting an exception to keep the small corner of the pool cabana and be relieved of the setbacks for that particular portion of the structure as well as the wood decking that was encroaching in the setback.

Director Garman stated there was a lot of history with the property and what has occurred. He stated that staff looked at the criteria for approving this type of special exception request and noted that staff came up with the following: (1) the pool cabana encroaches one foot eight inches

into the side yard setback and (2) a small corner of the structure encroaches into the setback. He stated that it led staff to believe that even though the applicant did not require approval for its placement, there was intent to try to meet the setback. He stated that typically, staff would recommend approval of a small error in building location. He didn't believe that the error would result in any negative impacts to the adjacent property owners or properties in the neighborhood in general.

Director Garman stated that with regard to the wooden decking, staff felt the request exceeded what the Council and Planning Board would consider normally for this type of issue. He added that staff recommended that that portion of the request not be approved. He stated that the Planning Board discussed the issue at their February meeting and believed that the pool cabana could be approved for a special exception but that the wood decking should not be approved. He explained that the Planning Board wanted to see the decking removed immediately since the applicant seemed to disregard the Town rules. He stated that the property owner has started to remove the decking, but it has not been completed.

Town Attorney Hobbs asked Council if they had any questions.

Councilor Burdick asked for clarification on what was allowed in the setbacks. Director Garman stated that wood decking for a pool surround was not allowed. Councilor Burdick asked if stone could be used. Director Garman stated that it could.

Mayor Kingston clarified that the ordinance to be adopted would exclude the wood deck and included the pool cabana. Director Garman stated he was correct.

Mayor Pro Tempore Thibodeau asked if the survey showed the walkway on the southern side of the property. Director Garman stated that the wooden walkway went back to the pool fence on the outside of the pool enclosure and once inside the pool enclosure, one would be on the concrete deck. He added that the applicant expanded the pool deck with the wood decking a few feet onto the south side.

Councilor Burdick noted that the hot tub was encroaching in the ten foot setback. Director Garman stated that it did, but it has been moved.

Mayor Kingston asked how the issue came to light by Town staff. Director Garman stated that when staff received the as-built survey at the end of the project, it was discovered that there was an issue.

Mayor Pro Tempore Thibodeau clarified that the wood deck that was inside the setback had to be removed. Director Garman stated that she was correct, adding that it was not a large amount that had to be removed.

Town Attorney Hobbs asked Thomas Duggan to make a presentation. Thomas Duggan was recognized to speak. Mr. Duggan stated that when the pool decking was being built, he did not realize that the walkway was in the setback. He stated that he talked to the contractor a number of times to make sure everything was correct but didn't know until after the work was completed that the walkway was in the setback. He noted that all wood decking was removed except for the boards under the decking. He added that it would be removed.

Town Attorney Hobbs asked Council if they had questions for Thomas Duggan. There were none.

Town Attorney Hobbs asked Council if they had questions for any of the witnesses. There were none.

There being no one else wishing to speak, Town Attorney Hobbs closed the evidentiary portion of the hearing and turned the hearing back over to Mayor Kingston.

Mayor Pro Tempore Thibodeau stated that in reading the applicant's background on the issue, she appreciated everything Mr. Duggan had to do. She stated that she was in favor of the special exception. Councilor Burdick agreed.

Mayor Pro Tempore Thibodeau moved to approve Special Exception 14-001 as presented.

Motion carried 4-0.

OLD BUSINESS/ITEMS DEFERRED FROM PREVIOUS MEETINGS

Discussion/Consideration of Resolution No. 14-03, a Resolution of the Town Council of the Town of Duck, North Carolina, Requesting the North Carolina General Assembly to Consider Adoption of Certain Legislation Authorizing the Town to Acquire Property for the Purposes Stated in G.S. 40A-(b1)(10) and to be Able to Make Such Acquisitions via the Procedures Allowed by G.S. 40A-42(a)(2)

Town Manager Layton stated that in January, Council approved a resolution requesting that the North Carolina General Assembly add the Town of Duck to the list of localities that could use eminent domain for the purposes of engaging in or participating with other governmental entities in acquiring, constructing, reconstructing, extending, building or improving beach erosion control or flood and hurricane protection works, including, but not limited to, the acquisition of any property that may be required as a source for beach nourishment. He stated that the resolution also requested the power of eminent domain for establishing access for the public to public trust beaches and appurtenant parking areas. He noted that in both cases, the request would also add the Town to the list of localities that, if acquiring property for the reasons state above, could use an expedited "quick take" process.

Town Manager Layton stated that over the past several weeks, concerns have been raised about the Town using these powers as it related to public access. He noted that the Town was not interested in using the power of eminent domain for public access. He added that Resolution 14-03 would alter the Town's request to remove that authority. He stated that the Town was interested in ensuring that the beach nourishment project stayed on schedule to allow for the cost savings that were anticipated by coordinating with the Towns of Kitty Hawk and Kill Devil Hills. He stated that obtaining the easements was a critical piece of the schedule and it may be necessary to utilize eminent domain to keep it.

Councilor Burdick stated that he was not present for the earlier discussion, but it appeared to achieve the Town's objectives and eliminated issues that weren't needed. He thought the resolution was exactly what the Town needed to achieve.

Mayor Pro Tempore Thibodeau thought the background was that the Town was trying to insert its name into an existing piece of legislation. She thought if Representative Tine's office felt this would work, it made sense to pass the resolution.

Councilor Burdick moved to adopt Resolution 14-03 as presented.

Motion carried 4-0.

NEW BUSINESS

Discussion/Consideration of Requesting that the Municipal Property Master Plan Advisory Committee (MP2AC) Develop a Policy for the Use of the Town Park Outdoor Facilities

Town Manager Layton stated that Council previously approved a use policy recommended by the MP2AC Committee related to indoor use facilities. He stated that the policy set a passive approach to outdoor facilities use, i.e. facilities such as the amphitheater and gazebo could be used on a first come, first serve basis, with no support from the Town, provided that the activities were free and open to the general public. He stated that over the past several months, Town staff had received several requests for the use of the outdoor facilities and believed that a review of the current policy as well as recommendations for the use of the outdoor facilities would be useful since it was anticipated that more requests would be forthcoming in the future.

Mayor Pro Tempore Thibodeau asked if Council was stating that they were interested in permitting events. She thought it had been organized events in the past that the Town put on. She asked if Council was in consensus to permit outside entities to put on events. She thought it was a big question before the MP2AC Committee meets or if Council should take their recommendation. Councilor Burdick thought Mayor Pro Tempore Thibodeau asked a good question. He thought the question for the MP2AC Committee was if they thought these events should be held and if so, what principals should be followed as well as what public events would be appropriate. He thought the Committee should give Council feedback as to whether it should be allowed or not. He added that they may recommend that no events be allowed.

Mayor Pro Tempore Thibodeau thought that there would be people that would have things that will happen in the park, such as a wedding, that would not take away anyone else's enjoyment. She thought if the Town was looking at the change in policy, it would be opening the door to allow more events to happen. Councilor Burdick thought the only way to answer the questions was to have the Committee work on it and bring Council back their thoughts on it. Mayor Pro Tempore Thibodeau thought the Committee could bring back some pros and cons to Council to help with the decision.

Councilor Caviness stated that she was seeing a disconnect in that the Town had a black and white policy for interior uses and a gray policy for exterior uses. She thought it was time to have something more concrete. She thought it was great to have the MP2AC Committee get together again and bring something forward to Council.

Town Manager Layton guessed that the MP2AC Committee would come up with a tiered approach on the events. He stated that, while the Town did not want to say no to some of the events, staff needed guidance on how far the line could go.

Councilor Burdick thought the MP2AC Committee and Council will need Town Attorney Hobbs' legal input as to what liability the Town would have to deal with as the use of the facilities are expanded. Town Manager Layton agreed. Councilor Burdick thought the other issue was alcohol on Town property. Town Manager Layton agreed. Councilor Burdick thought there was input for Council's consideration that needed to be addressed legally.

Mayor Kingston thought the MP2AC Committee had done a good job previously and would do a responsible job again. He thought they could define public use but thought there needed to be caution given to the commercial side of things. He thought Town Manager Layton had enough information to give direction to the Committee.

Mayor Pro Tempore Thibodeau stated that, with regard to larger events, there has to be a lot of support staff. She stated that the Town of Nags Head and the Outer Banks Visitors Bureau have guidelines in place for larger events. She thought it may be worth looking at. Town Manager Layton stated that he was planning on reviewing them.

Councilor Caviness wondered if other entities had guidelines. Town Manager Layton stated that staff would complete a literature search, which was also done for the facility use policy.

Councilor Caviness moved to request that the MP2AC develop a policy for the Council to consider regarding the use of Town Park outdoor facilities.

Motion carried 4-0.

Town Manager Layton stated that Councilor Caviness was the newest member of the Government Education Access Committee and Mayor Kingston was the previous representative. He stated that Mayor Kingston did a great job and the Government Access Committee felt the same way. He and Councilor Caviness went on to present Mayor Kingston with a plaque for his service on the Government Access Committee.

Discussion/Consideration of Government Education Access Channels Committee (GEAC) Items – Approval of Interlocal Agreement Update and Approval of Proposed FY 2014-2015 GEAC Budget

Town Manager Layton stated that the Government Education Access Channels Committee has requested that Council consider and approve two items – the Interlocal Agreement Update, which reflected the inclusion of the College of the Albemarle and the UNC Coastal Studies Institute as participating members in 2011; verbiage to better reflect the current state legislation in place regarding indemnification among members; verbiage that was requested by the Committee to clarify the issue of elected officials and employees who may appear on the broadcast channels; additional wording in Section 8(a) of the Agreement to clarify the issue of elected official and employees who may appear on the broadcast channels, as well as approving the GEAC FY 2014-2015 budget, which would require a \$1,000 commitment from the Town.

Mayor Pro Tempore Thibodeau moved to authorize the Mayor to sign the Interlocal Agreement Update as presented.

Motion carried 4-0.

Councilor Burdick moved to approve the FY 2014-2015 GEAC Budget as presented.

Motion carried 4-0.

ITEMS REFERRED TO AND PRESENTATIONS FROM THE TOWN ATTORNEY

Town Attorney Hobbs stated that he had nothing to report.

ITEMS REFERRED TO AND PRESENTATIONS FROM THE TOWN MANAGER

Update on Departmental Activities

Director Garman gave a brief overview of the past month's permit activities to Council and the audience.

Fire Captain Jeffrey Del Monte was recognized to speak. Fire Captain Del Monte gave a brief overview of the past month's fire activities to Council and the audience.

Police First Sergeant Jeff Ackerman was recognized to speak. First Sergeant Ackerman gave a brief overview of the past month's activities to Council and the audience.

Public Information Officer Denise Walsh was recognized to speak. Public Information Officer Walsh gave a brief overview of the past month's activities to Council and the audience.

Project Update on Beach Nourishment Project

Town Manager Layton stated that he did not have an update at this time.

North Carolina Beach and Inlet Waterway Association Meeting

Town Manager Layton stated that the North Carolina Beach, Inlet and Waterway Association meeting will be held at Jennette's Pier on March 17 and 18, 2014. He stated that he, Director Garman and Mayor Kingston would be attending. He added that if any other Council Members wished to attend, to let him or Town Clerk Lori Kopec know.

Outer Banks Chamber of Commerce 2014 Economic Forecast

Town Manager Layton stated that the Outer Banks Chamber of Commerce would be holding its 2014 Economic Forecast on March 19, 2014 at the Ramada Plaza. He stated that if any Council Members wished to attend, they should contact him or Town Clerk Kopec.

Financial Statements for the Month of February for FY 2014

Town Manager Layton reviewed the financial statements with Council and the audience.

MAYOR'S AGENDA

Mayor Kingston stated that the art reception put on by the Wall Décor Committee was very well attended. He stated that he had a mayor's lunch the week of March 10th that the Town of Southern Shores was hosting. He stated that he had training on March 13, 2014 with Dare County Emergency Management. He added that he was asked to judge the annual Kelly's St. Patrick's Day parade on March 16, 2014. He stated that he would be out of town at the end of the month.

COUNCIL MEMBERS' AGENDA

Mayor Pro Tempore Thibodeau stated that she had attended a tourism summit in Charlotte and found it very interesting with tourism numbers slightly above the previous year.

Councilor Burdick stated that he had a nice vacation and was looking forward to reviewing the videos from the Council Retreat.

Councilor Caviness stated that the week of March 17th, the Outer Banks Community Foundation was sponsoring a workshop for non-profits. She added that their scholarship application period was open and if there were young people looking for a scholarship, now would be the time to direct them to the website. She stated that Council has had discussions on moving staff reports up to the beginning of the meeting as well as adding an additional Public Comments portion to the agenda. She thought it may make for some good discussion at a mid-month Council meeting. She suggested that Town Manager Layton complete some research on the formats other towns use for their Council meetings to see if there was a way that things could be changed. She felt that moving the staff reports up would make it so there would be a bigger audience to hear what's going on. Mayor Kingston thought it could be discussed at the April 16, 2014 mid-month meeting for discussion. Town Manager Layton stated that it could be done, but felt that May would be better due to budget preparations. It was *consensus* of Council to have the discussion at the May 21, 2014 mid-month meeting.

OTHER BUSINESS

Mayor Kingston stated that the next meeting would be the regular meeting on Wednesday, April 2, 2014 at 7:00 p.m.

ADJOURNMENT

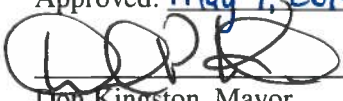
Councilor Burdick moved to adjourn the meeting.

Motion carried 4-0.

The time was 9:22 p.m.



Lori A. Kopec, Town Clerk

Approved: May 7, 2014


Don Kingston, Mayor

